

**MINUTES OF THE MEETING OF THE
LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY**

DECEMBER 11, 2003

1. CALL TO ORDER; ROLL CALL
THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY MET IN REGULAR SESSION, THURSDAY, DECEMBER 11, 2003 AT 4:00 P.M. THE FOLLOWING MEMBERS WERE PRESENT: CHAIRMAN HARRY MARTIN, AND COMMISSIONERS BRAD WAGENKNECHT AND GUY KAY. ALTERNATE MEMBER PRESENT: COMMISSIONER VOLKER EISELE. COMMISSIONER MIKE RIPPEY AND ALTERNATE COMMISSIONER LORI LUPORINI WERE EXCUSED AT ROLL CALL, BUT ARRIVED AFTER ITEM 6A. COMMISSIONER KEN SLAVENS AND ALTERNATE COMMISSIONER BILL DODD WERE EXCUSED.
2. PLEDGE OF ALLEGIANCE
COMMISSIONER WAGENKNECHT LED THE SALUTE TO THE FLAG.
3. APPROVAL OF MINUTES : OCTOBER 9, 2003.
**APPROVED MINUTES OF MEETING OF OCTOBER 9, 2003.
M-W-K**
4. PUBLIC COMMENT
NONE
5. CONSENT CALENDAR
 - a) ***Basalt Road No. 2 District Annexation to the Napa Sanitation District***
The Commission will consider annexation of approximately 11.25 acres of public serving territory to the NSD. The subject territory is comprised of the Chapel of the Chimes cemetery, and is located in the City of Napa. The proposal has 100% consent of property owners and affected agencies. (APN: 046-720-006)
ADOPTED RESOLUTION R-03-30
 - b) ***Borrette Lane No. 5 District Annexation to the Napa Sanitation District***
The Commission will consider annexation of approximately 0.95 acres of residential territory to the NSD. The subject territory is comprised of two contiguous residential parcels, and is located in the City of Napa. The proposal has 100% consent of property owners and affected agencies. (APN: 041-490-010 and 041-490-008)
ADOPTED RESOLUTION R-03-31
 - c) ***Hillside Avenue/Stonecrest Drive City Annexation to the City of Napa***
The Commission will consider annexation of approximately 0.61 acres of residential property to the City of Napa. The subject territory is comprised of two contiguous residential parcels and a right-of-way portion of Hillside Avenue. The proposal has 100% consent of property owners and affected agencies. (APN: 052-075-003 and 052-075-004)
ADOPTED RESOLUTION R-03-32

5. **CONSENT CALENDAR (Continued)**

d) Service Agreement between LAFCO and the County of Napa for FY03-04

The Commission will consider an agreement with the County of Napa for the provision of support services in Fiscal Year 03-04.

f) Commission Terms Ending May 2004 (Information Only)

The Commission and interested parties are advised that the terms of the following Commissioners end May 2004: Harry Martin (appointment by City Selection Committee), Brad Wagenknecht (appointment by Board of Supervisors), and Volker Eisele (appointment by LAFCO). Incumbents are eligible for reappointment.

g) Alternate Public Member Search for Term Beginning May 2004

Pursuant to its policy, the Commission will initiate the process to fill the alternate public member position in May 2004.

h) Signature Policy for Per Diem and Reimbursement Claims for Commissioners

Commissioners will consider authorizing the Executive Officer to sign claims on their behalf for per diem and reimbursements.

i) First Reading and Circulation for Comment: Draft Policy Delegating Authority to the Executive Officer to Procure Goods and Services

The Commission will review a draft of a proposed policy and direct staff to circulate it for comment from the six agencies that fund LAFCO.

j) Authorization for LAFCO Credit Card

The Commission will consider authorizing LAFCO staff to obtain a credit card for the agency.

k) Amendment to FY03-04 Final Budget – CALAFCO Funds

The Commission will consider amending the FY03-04 to reflect receipt of funds from CALAFCO to cover expenses incurred by the Executive Officer through his service to that organization.

APPROVED CONSENT CALENDAR ITEMS 5a THROUGH 5k, excluding 5e.

M-W-K

e) Adoption of Calendar for First-Half of Calendar Year 2004

The Commission will consider scheduling a special meeting on January 8 and regular meetings for February 12, March 11, April 8, and June 10.

THE COMMISSION NOTED THAT FEBRUARY 12TH IS A HOLIDAY AND MOVED SAID MEETING TO FEBRUARY 19, 2004. ALSO, THE MARCH MEETING IS TO BE CONSIDERED A SPECIAL MEETING, NOT A REGULAR MEETING.

W-K-M

6. **PUBLIC HEARING**

a) Chardonnay/Eagle Vines Amendment of the Napa Sanitation District Sphere of Influence

PUBLIC HEARING HELD – TESTIMONY PRESENTED

NO MOTION MADE ON THIS ITEM – ITEM NOT APPROVED

b) Chardonnay/Eagle Vines District Annexation to the Napa Sanitation District

Agenda Items 7a and 7b to be heard concurrently. The Commission will consider a proposal to concurrently amend the SOI of the Napa Sanitation District and annex the subject territory to the District. Four of the six parcels that comprise the subject territory are part of the Chardonnay and Eagle Vines golf clubs and courses, which are located in the vicinity of South Kelly Road and State Route 12. The subject territory is approximately 581.15 acres. (APNs 057-060-001, 057-060-007, 057-060-008, 057-070-015, 057-070-016, 057-060-025).

PUBLIC HEARING HELD – TESTIMONY PRESENTED

ADOPTED RESOLUTION

R-03-33

M-W-K

7. COMMISSION ACTION ITEMS

a) ***Comprehensive Study of American Canyon: Sphere of Influence Review***

RELEASE OF REPORTS & INITIATION OF COMMENT PERIOD

Staff will distribute the Executive Officer's report making recommendations for an update of the American Canyon sphere of influence. Staff will distribute a draft initial study prepared pursuant to the California Environmental Quality Act (CEQA). LAFCO will initiate a comment period on these documents with a deadline of the close of business on Wednesday, January 14, 2004. The Commission will consider staff's recommendation that a public hearing be scheduled for January 8, 2004 for the purpose of receiving comments and inquiries about the proposed update, and that a public hearing be scheduled for February 12, 2004 to consider making determinations, taking appropriate actions pursuant to CEQA, and adopting the updated sphere of influence. (Dates dependent on approval of Agenda Item No. 5e).

REPORT PRESENTED – NO ACTION TAKEN (*NOTE: FEBRUARY 12TH PUBLIC HEARING CHANGED TO FEBRUARY 19, 2004 DUE TO THE HOLIDAY*).

b) ***Comprehensive Water Service Study: Service Review Determinations for the City of American Canyon (continued from October 9, 2003 meeting)***

The Commission will review determinations for the water service study as it relates to the City of American Canyon. The Commission will consider the report of staff and may make related determinations as required by Government Code §56430.

ADOPTED RESOLUTION

R-03-34

M-W-K-R-L

N

c) ***Comprehensive Water Service Study: Service Review Determinations for the City of Napa***

The Commission will review determinations for the water service study as it relates to the City of Napa. The Commission will consider the report of staff and may make related determinations as required by Government Code §56430.

ADOPTED RESOLUTION

R-03-35

M-W-K-R-L

N

d) ***Comprehensive Water Service Study: Service Review Determinations for the Napa County Flood Control & Water Conservation District***

The Commission will review determinations for the water service study as it relates to the Napa County Flood Control & Water Conservation District. The Commission will consider the report of staff and may make related determinations as required by Government Code §56430.

ADOPTED RESOLUTION

R-03-36

M-W-K-R-L

AIF

e) ***Appointment of the FY03-04 Budget Committee***

The Commission will appoint an ad-hoc two-member budget committee to prepare a report for the Commission on the FY04-05 budget.

COMMISSION APPOINTED COMMISSIONERS GUY KAY AND BRAD WAGENKNECHT FOR THE FY03-04 BUDGET COMMITTEE.

M-W-K-R-L

AIF

7. COMMISSION ACTION ITEMS (Continued)

f) **LAFCO Logo**

The Commission will consider concepts for a logo for the agency.

**COMMISSION NOMINATED LOGO #1 AND COLOR #1 (BLUE)
M-W-K-R-L**

8. COMMISSION DISCUSSION

a) ***Comprehensive Water Service Study: Draft Determinations***

The Commission will review draft determinations for the water service review as it relates to the City of St. Helena and the Los Carneros Water District.

COMMISSION ACCEPTED DRAFT DETERMINATIONS AS WRITTEN.

b) ***Comprehensive Study of the City of Napa***

The Commission will receive a report on the initiation of this study.

COMMISSION ACCEPTED THE REPORT AS WRITTEN.

c) **Legislative Report: Senate Special Hearing on Special Districts**

The Commission will receive a report on a recent special hearing of the California Senate concerning special districts.

REPORT PRESENTED – NO ACTION TAKEN

9. CLOSED SESSION

NONE

10. INFORMATIONAL ITEMS/NEW BUSINESS/COMMISSIONER COMMENTS

NONE

11. ADJOURNMENT

MEETING ADJOURNED.

HARRY MARTIN
Chair

ATTEST:

DANIEL SCHWARZ

Executive Officer

CLERK OF THE COMMISSION

KATHY MABRY
Commission Secretary

Key

Member: **K** = Guy Kay; **R** = Mike Rippey; **S** = Ken Slavens; **W** = Brad Wagenknecht; **M**=Harry Martin

Alternates: **E** = Volker Eisele; **D** = Bill Dodd; **L** = Lori Luporini

Notations Under Vote: **N** = No; **X** = Excused; **A** = Abstained **AIF** = All in favor